



Financial Systems

DATE: June 5, 2008

AREA: Financials - Asset Management

TOPIC: Assets with Status of Pending in the Pre-Interface

EFFECTIVE: Immediately

MESSAGE: In data cleanup for June 2008 year end, SAO has identified several assets that have a status of "Pending" in the pre-interface. Your assistance in the cleanup is greatly appreciated.

ACTION: Please load the assets in the pre-interface into the PeopleSoft Asset Management module or mark the assets as "Errored" on or before every Friday of every week until June 2008 closeout. Please resume the practice of keeping your business unit cleaned up by clearing out pending assets on a daily/weekly/monthly basis.

ADDITIONAL INFORMATION/RESOURCES: Path: Asset Management > Send/Receive Information > Preview AP/PO Information > Enter AM Business Unit > Enter Load Status of Pending.

Please refer to the User Productivity Kit (UPK) for Interface Transactions in section 4.5.

<http://saofnupk.state.ga.us/toc.html>

QUESTIONS: Financials Systems Help Desk
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